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Library Trustees Minutes 10-10-2001

Robbins Library Board of Trustees
October 10, 2001

Call to order

The meeting was called to order at 7:30 PM. Attending were trustees David Castiglioni, Patricia Deal, Katharine Lawrence, Frank Murphy and Susan Ruderman. Barbara Muldoon was absent. Also attending were library director Maryellen Loud, assistant director Cindy Diminture and Nancy Gentile, Head of Adult Services.

Approval of minutes

The minutes of the September 18, 2001 meeting were approved as written, on a motion by Ms. Deal; seconded by Mr. Castiglioni. Passed unanimously.

Communications

1. Ms. Loud apprised the trustees of a problem situation with a patron.
2. Mr. Castiglioni reported that a check for \$2,555.88 was forwarded to the town treasurer as the net income of the Elbridge Farmer Trust Fund for FY2001. This is approximately \$450 less than the income from the previous fiscal year. A copy of the corresponding annual report was also sent.

Advocacy workshop

Ms. Loud and Mr. Murphy reported on a workshop that they attended on the subject of Library Advocacy. Michael Dukakis was the keynote speaker. Mr. Murphy spoke favorably about the program, which emphasized how libraries could get their message out to state and federal legislators involved with library funding. One area of focus was construction funding which is of importance because many local libraries are still awaiting renovation or additions. A packet entitled "How to Communicate with Congress" was distributed and is available in the director's office.

Robbins Print Collection

Nancy Gentile gave a report on the status of the Robbins Print Collection project and particularly on locating a consultant to appraise the collection for insurance purposes. A representative from Skinner came on October 1st who looked mostly at the cataloged portion of the collection. Skinner's method is to skim each box while checking for valuable items. The representative suggested that the 1991 appraisal done by Jim Berquist could still stand, with updated prices. Ms. Loud has written to Mr. Berquist requesting his services. If he cannot perform the work, he will be asked to provide a recommendation. The trustees thanked Ms. Gentile for her presentation.

FY2003 budget requests

Ms. Loud distributed a spreadsheet showing figures in the following categories: FY01 Budgeted, FY01 Expended, FY02 Budgeted and FY03 Requests. Also shown were the differences (both money amounts and percentages) between FY02 and FY03. The trustees expressed their support of the FY2003 requests, which will be presented to

the Town Manager's office. Ms. Loud will prepare the accompanying budget narrative.

Fundraising

Ms. Ruderman discussed a potential fundraising campaign for this year. She believes that raising funds may be more difficult this year based on the world and economic situations. Her recommendation is for a smaller scale, more targeted appeal to individual donors as well as large corporate donors, but to delay the remainder of the business campaign until the beginning of 2002. A suggestion was made to give potential donors a list of specific items or collections that their donations could increase or make possible. The trustees will plan to have donor letters mailed by December 1st.

Author program

Publicity for the program featuring Ellen Goodman and Patricia OBrien will be sent to several media sources. A flyer has been made and will be available in the library and mailed to Friends and program attendees mailing lists. The Friends will take care of the paper goods. Ms. Deal and Ms. Radochia will obtain floral arrangements. Ms. Radochia will introduce the speakers. Books will be available at the program for sale and autographing. Hardcover books will cost \$20 and paperbacks will be \$10. A check of the town hall sound system will be made a day prior to the program.

CIPA

The Children's Internet Protection Act is legislation specifying that all public computers in libraries need to have filtering software in order for the libraries to receive e-rate reimbursements and funding through the Library Services and Technology Act (LSTA). The American Library Association has filed a court challenge to the constitutionality of this bill, which will have a hearing on February 14, 2002. The Minuteman Library Network has voted not to apply for grant money based on the conditions of this legislation. A motion was made by Ms. Lawrence; seconded by Mr. Murphy to support this decision. Passed unanimously.

Adjournment

The meeting was adjourned at 9:30 PM on a motion by Mr. Murphy; seconded by Ms. Ruderman. The next meeting will take place on Tuesday, November 13th at 7:30 PM.

Respectfully submitted,

Cynthia Diminture